



OFFICE OF THE DIRECTOR OF NATIONAL INTELLIGENCE

L E A D I N G I N T E L L I G E N C E I N T E G R A T I O N

General Position Information

Job Title: 94009 - NIM-Aviation Issue Manager - GS-15

Salary Range: \$114,590 - \$164,200 (not applicable for detailees)

Vacancy Open Period: 08/15/2018 – 08/14/2019

Position Type: Cadre, Detailee

Who May Apply: Internal ODNI Candidates, Detailees

Division: CMO/CMO

Duty Location: McLean, VA

Security Clearance: TS/SCI with CI Polygraph

Travel Required: 0-25% Travel

Relocation Expenses: Not Authorized.

Job Interview Travel: Candidates from outside the Washington, D.C., area may be selected for a telephone, teleconference, or in-person interview. If selected for an in-person interview, any travel or lodging will be at the applicant's personal expense.

Position Information

*****OPEN UNTIL FILLED:** This announcement will be open until the position is filled. Cut off points are scheduled in two-week increments. After each cut-off point, all compliant applications received during the previous two weeks will be reviewed for consideration.***

NOTE: The duty location for this position can be in either McLean, VA or Bethesda, MD site.

This is an opportunity for:

- An internal candidate to fill a GS-15 cadre position.
- A Federal Government employee to serve on a two-year reimbursable detail assignment in the ODNI. The detail assignment may be extended an additional year if all parties agree.

Who May Apply

Current GS employees at the same grade or one grade lower than the advertised position grade may apply.

Former members of the Peace Corps may be considered for ODNI employment only if five full years have elapsed since separation from the Peace Corps.

- For a cadre assignment:
 - Current ODNI permanent cadre.



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- For a detailee assignment:
 - Current Federal Government employees. (Current GS employees at the same grade or one grade lower than the advertised position grade may apply.)

Salary Determination

- The ODNI uses a rank-in-person system in which rank is attached to the individual. A selected ODNI candidate or other Federal Government candidate will be assigned to the position at the employee's current GS grade and salary.
- A current Federal Government employee, selected for a detail, will be assigned to the position at his or her current grade and salary.

Component Mission

National Security Partnerships synchronizes IC support and whole of government efforts with federal, state and local governments, the private sector and the Department of Defense, ensuring IC outreach is coordinated, timely and relevant. It also provides key leadership for activities in four domains that operate across national sectors – aviation, maritime, space and cyber -- bringing the IC's activities in these domains into alignment, and facilitating coordinated engagement internal to the ODNI, across the IC and with the rest of the federal government.

Major Duties and Responsibilities (MDRs)

- Serve as NIM-Aviation Issue Manager for the Deputy Director of National Security Partnerships (DD-NSP) overseeing intelligence activities, determining the state of collection and analysis, and identifying gaps and customer requirements related to aviation domain intelligence issues.
- Provide direct support to NSP leadership on Aviation domain intelligence issues.
- Facilitate whole of government strategic planning with NSP elements to develop coordination objectives based on NIM-Aviation's priorities and requirements.
- Facilitate incorporation of Aviation priorities and requirements into strategic planning across National Security Partnerships functions to include Domain Coordination, IC-DOD Coordination, Federal-State-Local Partnerships and Private Sector.
- Facilitate incorporation of Aviation priorities and requirements into strategic planning across ODNI functions to include Mission Integration (National Intelligence Managers), Enterprise Capacity, Strategy & Engagement, National Counterproliferation Center, National Counterterrorism Center, National Counterintelligence & Security Center and Cyber Threat Intelligence Integration Center.
- Facilitate the incorporation of Aviation priorities and requirements throughout entire IPPBE cycle, to include coordinated preparation for Congressional budget actions.
- Facilitate the incorporation of Aviation priorities and requirements into strategic communications to include policies, and decision points for DNI, PDDNI, and ODNI Deputy Directors.



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- Identify new opportunities for Aviation engagement within ODNI.
- Identify and coordinate accesses for CAP, SAP, and ACCM program to support Aviation intelligence collection campaign development

Mandatory and Educational Requirements

- Experience with and knowledge of the IC, intelligence policy, intelligence operations, and Aviation domain related issues.
- Experience and knowledge of inter-agency coordination and operations to sustain effective working relationships with other U.S. Government departments, agencies, and centers.
- Ability to lead and support cooperative relationships within the U.S. Government and foreign partners, engage in consensus building and apply and integrate cooperative relationships in the protection of U.S. equities.
- Ability to develop effective plans for complex interagency projects, leveraging external resources, engaging senior customers, and tracking short fused high priority requirements while taking into account a diverse range of considerations and ensuring that the activities can be successfully completed.
- Ability to manage sensitive matters and/or complex problems, make key contributions to group efforts, and exercise appropriate leadership and initiative.
- Superior interpersonal, organizational, and problem-solving skills, including demonstrated ability to work effectively both independently and in a team or collaborative environment.
- Ability to listen to, clarify, and communicate complex information clearly, concisely, and in a manner that is targeted to and meets the needs of diverse audiences with different perspectives and objectives.
- Experience managing the Aviation domain intelligence portfolio involving outreach to Aviation organizations or organizations with Aviation equities.
- Effective understanding of the interrelationship between the Aviation, cyber, space and maritime domains, shaping a comprehensive strategy.
- Effective understanding of the relationship between the Aviation domain and national security concerns, the national economy, and the natural environment.

Desired Requirements

- GS-15 with experience managing analysis, operational support and intelligence production related to long and short-term requirements.
- Experience working the National IC and non-IC including Federal, State, Local, Tribal, and Territorial to advance Aviation intelligence integration.
- Experience interpreting broad statement of policy directed by ODNI and the WH National Security Council.



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- Experience in identifying partnership and collaboration opportunities with IC, interagency, federal, state, local agencies, private sector and academia.
- Experience with organizational change, transformation, or reorganization.

Key Requirements and How To Apply

Internal ODNI Candidates:

A complete application package must include:

- RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.
- PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required if the applicant is unable to provide the two most recent evaluations.
- VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Applications should be sent to either DNI-MSD-HR-RR-Team_A_WMA@dni.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both longvj@cia.ic.gov (Vincent L.) and mccreaz@cia.ic.gov (Zina M.) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

Current Federal Employees Applying for a Detail Assignment:

Applicants from federal agencies within the Intelligence Community (IC) may be considered for this position as a reimbursable detailee, if endorsed by the employing agency. Applicants must have current TS/SCI clearances with polygraph or have the ability to obtain one. The ODNI does not conduct polygraphs or provide security clearances for detailees. ***Applicants from within the IC must submit an application through the classified [IC Joint Duty Program website](#).***

Applicants from federal agencies outside the IC must provide:

- WRITTEN ENDORSEMENT** from the employing agency concurring with the detail.
- RESUME:** Applicants are encouraged to carefully review the vacancy announcement, particularly the MDRs, and construct their resume to highlight their most significant experience and qualifications relevant to this job opportunity.



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- c. **PERFORMANCE EVALUATIONS:** Applicants are required to provide their two most recent performance evaluations. A justification is required if the applicant is unable to provide the two most recent evaluations.
- d. **VACANCY NUMBER:** Reference the vacancy number in the subject line of the email and on each document submitted.
- e. **CURRENT SF-50:** Federal Government employees must provide an SF-50, "Notification of Personnel Action" to verify current federal status, position, title, grade, and organization of record.
- f. **COVER LETTER:** Applicants must submit a cover letter as a supplement to the resume to elaborate on their qualifications and previous work performed.

WHERE TO SUBMIT: Applications should be sent to either DNI-MSD-HR-RR-Team_A_WMA@dni.ic.gov (classified email system) or Recruitment_TeamA@dni.gov (unclassified email system). Applicants submitting via JWICS are requested to submit their materials to both longvj@cia.ic.gov (Vincent L.) and mccreaz@cia.ic.gov (Zina M.) in lieu of the group address above. All attachments should be in Microsoft Word or Adobe PDF format.

Applications submitted through the classified email system should NOT contain classified information above the TS//SI//TK//NOFORN level.

All Applicants:

APPLICATION PACKAGES MUST CONTAIN ALL ITEMS LISTED ABOVE. AN INCOMPLETE APPLICATION PACKAGE WILL BE INELIGIBLE FOR CONSIDERATION.

Your application MUST be received by midnight on the closing date of this announcement. Applications received after the closing date will NOT be eligible for consideration.

To verify receipt of your application package ONLY, you may call 703-275-3799.

What To Expect Next

The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. We expect to make a selection within 30 days of the closing date of this announcement. Due to the large number of applications received, applicants will be contacted ONLY if they have been selected for an interview.

Agency Contact Information

ODNI Recruitment; Phone: 703-275-3799; Email: Recruitment_TeamA@dni.gov

Other Information

The ODNI is an equal opportunity employer and abides by applicable employment laws and regulations.

REASONABLE ACCOMMODATIONS FOR PERSONS WITH DISABILITIES: The ODNI provides reasonable accommodations to otherwise qualified applicants with disabilities. IF YOU NEED A REASONABLE ACCOMMODATION for any part of the application and hiring process, please notify the Intelligence Community Equal Employment Opportunity and Diversity Office Representative by classified email at DNI-EEOD-RA-ACF@exchange.cia.ic.gov, by unclassified email at DNI-



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EEOD@dni.gov, by telephone at 301-243-0704 or by FAX at 301-243-1200. Your request for reasonable accommodation will be addressed on a case-by-case basis. **PLEASE DO NOT SUBMIT YOUR APPLICATION TO THE EEOD EMAIL ADDRESS. THIS EMAIL IS FOR REASONABLE ACCOMMODATION REQUESTS ONLY. PLEASE SUBMIT YOUR APPLICATION VIA THE EMAIL ADDRESS PROVIDED IN THE 'HOW TO APPLY' SECTION ABOVE.**